



Wisconsin Department of Corrections Privacy Protection Statement

The Wisconsin Department of Corrections (DOC) must collect and maintain private personal information, such as Social Security numbers, driver's license numbers, dates of birth, or financial account information, about its employees, victim clients, juveniles, adult offenders and others so it may execute its statutory missions.

It is DOC policy and practice to collect and use private personal information only when it is relevant and necessary for the effective operation of the agency or when there is a clear and compelling legal reason to do so. DOC is committed to using private personal information responsibly and for business purposes only. DOC limits the disclosure of private personal information and does so only with authorized parties when there is a clear business "need to know", legal requirement or otherwise legitimate purpose which supports the DOC mission.

The Department also recognizes that it has a responsibility to maintain and dispose of private personal information in a secure manner to prevent inadvertent or intentional disclosures which could harm individuals, the agency or state, or lead to identity theft. Through updated policies, education, and employee training, DOC is continually working to ensure the private personal information maintained during the course of business is properly protected until its state-approved record retention period expires and secure disposal of the information can take place.

A DOC Privacy Compliance Officer and Privacy Protection Team work with Department leadership to ensure clear privacy practices and policies are developed and routinely reviewed for effectiveness. Mandatory privacy training and education efforts to promote best practices are ways the DOC and its employees are committed to protecting individual private personal information and minimizing the risk of data breaches and identity theft.

Nothing in DOC privacy policies or procedures supersedes any federal or state law regarding the notification of breaches or collection, receipt, handling, storage or disposal of private personal information. DOC is committed to complying with all applicable laws.

Any questions about the Department's privacy protection statement or related issues should be directed to the DOC Privacy Officer at DOCPrivacyOfficer@wi.gov.